



State of Utah

JON M. HUNTSMAN, JR.
Governor

GARY R. HERBERT
Lieutenant Governor

Department of
Workforce Services

TANI PACK DOWNING
Executive Director

CHRISTOPHER W. LOVE
Deputy Director

JOHN E. NIXON, CPA
Deputy Director

August 31, 2005

Mr. XXXXXX
XXXXXXXXXX
Salt Lake City, UT 84103

Dear Mr. XXXXX:

This letter serves as “*Notice of Receipt and Acceptance*” regarding the discrimination complaint you filed against the Department of Workforce Services (DWS). You allege you have been denied employment opportunities with the Department based on age and your work history, “having several jobs in the last few years.” Your complaint will be accepted based on your allegations of age discrimination. However, work history is not covered as one of the basis of discrimination under the Equal Opportunity provisions of the Workforce Investment Act.

Complainants have the option of mediation or an investigation for complaint resolution. I have included a copy of the Mediation Election form with this Notice. The form includes an explanation of the DWS mediation process. **Please note, the Mediation Election form must be completed and returned within 10 days of receipt of this notice.** I have also included a self addressed, stamped envelope for your convenience. In the event mediation is chosen as a means of resolution, all parties will be contacted, in writing as to the time, date, and place of the session.

Should you choose investigation, the process will begin upon my receiving the form.

Sincerely,

Carolyn Parsons
Equal Opportunity Officer

/enclosures

c: John Nixon
JoAnne Campbell
Suzan Pixton
Mike Richardson